



## **OPERATIONS PLANS FLIGHT**

This Air Force Manpower Standard (AFMS) quantifies the manpower required to accomplish the tasks described in the process oriented description (POD) for varying levels of workload. The Operations Plans Flight develops, coordinates, and maintains operational plans and programs for current requirements relative to the employment of unit forces. Serves as action agency in support of joint/combined contingency operations and special projects/exercises. This AFMS provides the manpower needed to support an objective wing Operations Plans Flight in AMC, ACC, USAFE, and PACAF bases during peacetime. Both a positive and negative mission variance must be developed for all work within the organization that has undergone a cost comparison study. A negative variance should be developed to account for any process not performed or performed by contract manpower equivalents (CMEs). It does not apply to AFSOC, AETC, AFMC, and AFSPC; AMC at Andrews AFB MD; ACC at Lajes AB AZ, Beale AFB CA, Offutt AFB NE, and Tinker AFB OK. This AFMS was developed in accordance with Operations Plans directives and AFMAN 38-208, *Air Force Management Engineering Program (MEP)*. Send comments and suggested improvements on AF Form 847, **Recommendation for Change of Publication**, through channels, to AFCQMI/MQAA, 550 E Street East, Randolph AFB, Texas 78150-4451.

### **★SUMMARY OF CHANGES**

This AFMS supersedes AFMS 13D1, 6 February 1996. References to regulations, applicable MAJCOM/bases, and proper organizational designations were updated with current information. It includes minor administrative changes. Changes are identified with a star (★).

**1. Core Composition.** The core manpower level for this AFMS was developed for an Operations Plans Flight to support a core objective wing having three single-seat fighter squadrons.

**1.1. Core Flight Manpower Required.** 4

**1.2. Core Range.** 4 - 13

**1.3. Programming Factors.** Number of Mission Design Series (MDS) and Number of Bomber/Tanker Aircraft Assigned.

### **2. Standard Data:**

**2.1. Approval Date.** 16 November 1995

**2.2. Man-hour Data Source.** Expert Team Workshop.

**2.3. Man-hour Equation.** Application Worksheet (Attachment 5).

## 2.4. Workload Factors:

### 2.4.1. X1:

#### 2.4.1.1. Title. Mission Design Series (MDS).

2.4.1.2. **Definition.** Determine the number of Mission Design Series (MDS) aircraft in the wing. Do not include Operational Support Aircraft (OSA) or trainer aircraft (T-1, T-3, T-37, T-38, T-41, T-43, AT-38). MDS are categorized by an alpha prefix identifier, a numeric identifier, and an alpha suffix identifier (i.e., F-15A or C-141B). If aircraft have different prefix identifiers or numeric identifiers, count each as a different MDS. The suffix identifier does not generate additional manpower requirements. One exception to this rule is that the F-15E is differentiated as a separate MDS from the other F-15 aircraft. A second exception is that the A-10 and OA-10 are counted as only one MDS.

#### MDS EXAMPLES

F-15C and F-15D count as one MDS.

F-15C and F-15E count as two MDS (exception).

A-10A and OA-10A count as one MDS (exception).

F-15C and F-111F count as two MDS.

KC-135R, C-141B, C-5B, and T-37B count as 3 MDS.

2.4.1.3. **Source.** Determine MDS counts based on MAJCOM or local wing records of PAI aircraft.

### 2.4.2. X2:

2.4.2.1. **Title.** Bomber/Tanker Aircraft with Emergency War Order Mission.

2.4.2.2. **Definition.** The number of PAI in bomber/tanker squadrons with an Emergency War Order Mission assigned in the wing.

2.4.2.3. **Source.** Determine aircraft number based on MAJCOM or local wing records of assigned aircraft.

## 2.5. Points of Contact:

2.5.1. **AFCQMI Representative.** Mr. Richard Fuller, AFCQMI/MQAA, DSN 487-5910

### 2.5.2. Functional Representatives:

Maj Corso, HQ USAF/XOOT, DSN 225-0902

Capt Cummings, HQ AMC/XOZ, DSN 576-4133

SMSgt Brantly, HQ AMC/XPMR, DSN 576-3356

SMSgt Bender, HQ AMC/XPME, DSN 576-2921

Mr. Whitaker, HQ ACC/XPME, DSN 574-5001

2.6. **Responsibilities.** The office of primary responsibility (OPR) is responsible for maintenance of this standard and coordination of changes. Changes will be coordinated with the Air Force career field managers of all affected AFSCs. The OCR will provide technical assistance as required.

2.6.1. **OPR.** HQ USAF/XOOT, Lt Col Noss, DSN 227-1773

★2.6.2. **OCR.** HQ USAF/XPMR, Maj Welch, DSN 223-4152

3. **Application Instructions.** See application worksheet at Attachment 5.

**4. Statement of Conditions.** Standard hours of operation for Operations Plans work centers are eight hours per day, five days per week. On occasion, assigned personnel work overtime or irregular hours.

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Air Force Center for Quality and Management Innovation

Attachments

1. Process Oriented Description
2. Standard Manpower Table
3. Variances
4. Process Analysis Summary
5. Application Worksheet

**PROCESS ORIENTED DESCRIPTION****Operations Plans Flight****A1.1. MANAGES PLANS PROGRAM:**

- A1.1.1. Manages operational plans program.
- A1.1.2. Develops supplement, attachment, or original planning document related to higher headquarters plan, operations order or directive, or regulation.
- A1.1.3. Maintains currency of published plan and operations order or directive.
- A1.1.4. Maintains and conducts briefing on content and status of plans document.
- A1.1.5. Coordinates survival, recovery, and reconstitution (SSR) airfield survey program.
- A1.1.6. Assists assigned reserve or affiliated Air National Guard (ANG) unit.

**A1.2. PROVIDES EXERCISE SUPPORT:**

- A1.2.1. Provides input to exercise plan or order.
- A1.2.2. Attends exercise planning conference.
- A1.2.3. Reviews exercise plan or order.
- A1.2.4. Conducts briefing.
- A1.2.5. Assists with development of after-action input report.
- A1.2.6. Reviews final exercise report.

**A1.3. MANAGES SINGLE INTEGRATED OPERATIONAL PLAN (SIOP) AND EMERGENCY WAR ORDER PLAN:**

- A1.3.1. Performs emergency war order mission tasking assessment.
- A1.3.2. Directs construction of and makes required input to combat mission folder (CMF).
- A1.3.3. Performs quarterly CMF maintenance.
- A1.3.4. Participates in deployment exercise.

**A1.4. DEVELOPS AND PROVIDES EMERGENCY WAR ORDER TRAINING AND CERTIFICATION:**

- A1.4.1. Develops and maintains emergency war order briefing material.
- A1.4.2. Develops and maintains aircrew evaluation material.
- A1.4.3. Conducts initial and recurring emergency war order aircrew certification.
- A1.4.4. Conducts emergency war order no-notice certification program.
- A1.4.5. Documents emergency war order aircrew training and certification.
- A1.4.6. Develops, briefs, and updates unit mission brief (UMB).
- A1.4.7. Conducts SIOP revision update briefing.

**A1.5. MANAGES CRISIS ACTION TEAM (CAT)/BATTLE STAFF (BS) OPERATION:**

- A1.5.1. Maintains CAT/BS notification roster.
- A1.5.2. Activates and monitors CAT/BS facility.
- A1.5.3. Makes logistical arrangement.
- A1.5.4. Conducts and receives briefing.
- A1.5.5. Performs runner-type duty.
- A1.5.6. Reviews incoming communication.
- A1.5.7. Prepares outgoing communication.
- A1.5.8. Maintains record of event and communication.
- A1.5.9. Briefs new member.
- A1.5.10. Handles classified tasking.
- A1.5.11. Conducts training for CAT/BS member or augmentee.

**A1.6. PROVIDES PROGRAM MANAGEMENT:**

- A1.6.1. Reviews program action directive (PAD), programming plan (PROP), or other planning document.
- A1.6.2. Serves as program manager for PAD or PROP.

- A1.6.3. Delegates responsibility for PAD or PROP to another staff agency or unit.
- A1.6.4. Maintains record of plan implemented.

**A1.7. DEVELOPS LOCALLY DIRECTED SPECIAL STUDY AND PROJECT:**

- A1.7.1. Receives and reviews direction.
- A1.7.2. Completes project.
- A1.7.3. Publishes result.

**A1.8. MANAGES OPERATIONS SECURITY (OPSEC) PROGRAM:**

- A1.8.1. Manages wing or group OPSEC program.
- A1.8.2. Conducts OPSEC briefing.
- A1.8.3. Reviews unit OPSEC plan and training report.
- A1.8.4. Prepares wing or group OPSEC training report.

**A1.9. SERVES AS WING OR GROUP TOP SECRET CONTROL OFFICER:**

- A1.9.1. Maintains currency.
- A1.9.2. Assists unit.
- A1.9.3. Conducts inventory.
- A1.9.4. Receives inspection.
- A1.9.5. Provides briefing on status of program.
- A1.9.6. Stores top secret material.

**A1.10. MANAGES CHECKERED FLAG (CF) PROGRAM:**

- A1.10.1. Develops and maintains wing CF plan.
- A1.10.2. Maintains records of CF deployment/visit.

**A1.11. MANAGES WING TACTICAL DECEPTION PROGRAM:**

- A1.11.1. Develops wing plan or appendices to HQ plans.
- A1.11.2. Schedules and conducts training for wing personnel.

**A1.12. PERFORMS INFORMATION MANGEMENT:**

- A1.12.1. Types communication.
- A1.12.2. Processes unclassified distribution.
- A1.12.3. Maintains unclassified correspondence file.
- A1.12.4. Maintains classified material.
- A1.12.5. Maintains unclassified publication file.
- A1.12.6. Maintains stock of blank forms.
- A1.12.7. Maintains status chart or bulletin board.

STANDARD MANPOWER TABLE										
WORK CENTER/FAC			APPLICABILITY MAN-HOUR RANGE							
Operations Plans Flight/13D1			N/A							
AIR FORCE SPECIALTY TITLE	AFSC	GRADE	MANPOWER REQUIREMENT							
Pilot/Nav/13BX (OIC)	*	MAJ	1							
Pilot/Nav/13BX (Staff)	*	CPT	2							
Information Mgt Journeyman	3A051	SSG	1							
TOTAL			4							
AIR FORCE SPECIALTY TITLE	AFSC	GRADE	MANPOWER REQUIREMENT							
* Use an AFSC appropriate for the assigned weapon system.										
TOTAL										

## VARIANCES

### Operations Plans Flight

**A3.1. Title.** Positive Mission Variance for Supporting Worldwide Taskings.

A3.1.1. **Definition.** Supports Conventional Air Launched Cruise Missile (CALCM) and other special category (SPECAT) worldwide taskings from JCS, MAJCOM, and theater CINCs relating to the B-52 missions at Barksdale AFB.

A3.1.2. **Impact.** + 2 Staff Officers.

A3.1.3. **Applicability.** Barksdale AFB.

**A3.2. Title.** Positive Mission Variance for Treaty Verification.

A3.2.1. **Definition.** Manages Wing Treaty and Inspection Compliance Program. Implements Air Force and command treaty compliance policy for Intermediate Range Nuclear Forces, Open Skies, and Chemical Weapons Agreements. This variance only applies to MAJCOM strategic airlift ports of embarkation or debarkation for treaty compliance missions.

A3.2.2. **Impact.** + 1 Staff Officers.

A3.2.3. **Applicability.** Ramstein AB.

**A3.3. Title.** Positive Mission Variance for Military to Military Contact Program.

A3.3.1. **Definition.** Develops wing programs and itineraries to host foreign military delegations touring base facilities. Briefs senior wing leadership on topics of discussion cleared to pursue with visiting foreign military delegations. This applies to Ramstein AB only, as this location serves as the primary European port of entry for all major troop movements and political envoys.

A3.3.2. **Impact.** + 1 Staff Officer.

A3.3.3. **Applicability.** 435 OSS, Ramstein AB.

**A3.4. Title.** Positive Mission Variance for Flight Nurse Office.

A3.4.1. **Definition.** Supports the Medivac mission as the sole DoD agency in control of worldwide Aeromedical Evacuation (A/E) resources. Responsible for execution of all strategic A/E missions in peacetime and wartime.

A3.4.2. **Impact.** + 1 Maj, AFSC 46F3.

A3.4.3. **Applicability.** Scott AFB.

**A3.5. Title.** Positive Mission Variance for Single Integrated Operational Plan (SIOP).

A3.5.1. **Definition.** Provides additional manning for SIOP duties due to the complexity of the B-1B MDS and the 96 WG mission.

A3.5.2. **Impact.** + 2 Staff Officers.

A3.5.3. **Applicability.** Dyess AFB.

**A3.6. Title.** Positive Mission Variance for Real World Contingency Plans.

A3.6.1. **Definition.** Develops and implements real world contingency plans for the deployment of wing assets. Performs load plan validation in real world contingencies in support of the Mobility Control Unit. These activities are required to support the composite wing mission, which involves daily planning with the U.S. Army for rapid deployment requirements around the globe.

A3.6.2. **Impact.** + 3 (+1 SMS 1A291 each location).

A3.6.3. **Applicability.** Pope AFB NC, Moody AFB GA, and Little Rock AFB AK.

**A3.7. Title.** Positive Mission Variance for Worldwide Theater Air Control Taskings.

A3.7.1. **Definition.** Develops and implements real world contingency plans for the deployment of theater air control assets. Performs load plan validation in real world contingencies for the control of combat operations as a Control and Reporting Center (CRC). This includes regional air combat operations, drug interdiction, and counter-drug operations.

A3.7.2. **Impact.** + 6 (+1 13B3G and +1 1A291 in each location).

A3.7.3. **Applicability.** Eglin AFB FL, Hill AFB UT, and Shaw AFB SC.

**A3.8. Title.** Positive Mission Variance for Anderson AFB.

A3.8.1. **Definition.** While Anderson AFB has no PAI aircraft, their mission requires an Operations Plans Flight. Acts as focal point for mobility exercises and contingency operations. Exercises support a myriad of aircraft (tankers, fighters, helicopters, and bombers) and operational missions to include drug interdiction and counter-drug operations.

A3.8.2. **Impact.** + 2 (+1 Maj, Pilot/Nav/13BX, OIC and +1 Capt, Pilot/Nav/13BX, Staff Officer)

A3.8.3. **Applicability.** Anderson AFB Guam.

**A3.9. Title.** Positive Mission Variance for Kadena AB.

A3.9.1. **Definition.** The 18 OSS has a workload above core requirements. This variance is required to support a deployable FACP and the 623 ACF.

A3.9.2. **Impact.** + 1 Capt, Pilot/Nav/13BX, Staff Officer

A3.9.3. **Applicability.** Kadena AB JA.

**A3.10. Title.** Positive Mission Variance for Air Weapons Controller Support.

A3.10.1. **Definition.** The 347 OSS has a workload above core requirements. This variance is required to support the Air Weapons Controller mission of the 71 ACS.

A3.10.2. **Impact.** +1 MSgt, 1C571D.

A3.10.3. **Applicability.** Moody AFB GA.

**PROCESS ANALYSIS SUMMARY****Operations Plans Flight**

<b>PROCESS TITLE</b>	<b>FRACTIONAL MANPOWER</b>
1. PLANS MANAGEMENT	*
2. EXERCISE SUPPORT	*
3. SIOP AND EWO PLAN MANAGEMENT	*
4. EWO TRAINING AND CERTIFICATION	*
5. CRISIS ACTION TEAM	*
6. PROGRAM MANAGEMENT	*
7. SPECIAL STUDY/PROJECT	*
8. OPSEC	*
9. TOP SECRET CONTROL OFFICER	*
10. CHECKERED FLAG PROGRAM	*
11. TACTICAL DECEPTION PROGRAM	*
12. ADMINISTRATION	1
<b>TOTAL FRACTIONAL MANPOWER:</b>	<hr/> <b>4</b>

\* Fractional manpower for each process varies among mission types. There is no one fractional manpower breakout for all missions.

**APPLICATION WORKSHEET****Operations Plans Flight**

Step 1. Enter the number of MDS (WLF X1) here: \_\_\_\_\_

Step 2. Determine the number of staff officer requirements for WLF X1 using the following matrix:

NUMBER OF MDS	STAFF OFFICER REQUIREMENT
1	2
2	4
3	5
4	6
5	7
6	8

Step 3. Enter the number of staff officer requirements here: \_\_\_\_\_

Step 4. Enter the number of Bomber/Tanker aircraft with  
Emergency War Order Mission (WLF X2) here: \_\_\_\_\_

Step 5. Determine the number of staff officer requirements for WLF X2 using the following matrix:

BOMBER/TANKER PAI	STAFF OFFICER REQUIREMENT
0 - 15	0
16 - 30	1
31 - 45	2
46 - 60	3
> 60	4

Step 6. Enter the number of additional staff officers here: \_\_\_\_\_

Step 7. Add one 1A071 TSG crew member per KC-10/KC-135 Tanker Major Weapon  
System (MWS). Only one staff position should be added per MWS: \_\_\_\_\_

Step 8. Add one 1A471 TSG crew member per E-3/E-8 AWACS MWS. Only one staff  
position should be added per MWS: \_\_\_\_\_

Step 9. Add one Pilot, Navigator, or 13BX Major as OIC: \_\_\_\_\_

Step 10. Add one 3A051 SSG Information Management Journeyman: \_\_\_\_\_

Step 11. Sum the results of Steps 3, 6, 7, 8, 9, and 10 above: \_\_\_\_\_

Step 12. Use the results of Steps 1-11 above to determine the appropriate grades and AFSCs in the following table:

<b>MANPOWER TABLE</b>			
<b>OPERATIONS PLANS FLIGHT</b>			
<b>POSITION</b>	<b>AFSC</b>	<b>GRADE</b>	<b>MANPOWER REQUIREMENT</b>
OFFICER-IN-CHARGE (OIC) *		MAJ	1
STAFF OFFICER - PILOT		CPT	
STAFF OFFICER - NAV		CPT	
STAFF OFFICER - 13BX		CPT	
IN-FLIGHT REFUELING OPR CRAFTSMAN	1A071	TSG	
ABN WARNING C&C SYS CRAFTSMAN	1A471	TSG	
INFORMATION MGT JOURNEYMAN	3A051	SSG	
<b>TOTAL</b>			

\* Use an AFSC appropriate for the assigned weapon system.

Step 13. Determine total variance(s) applicable to the location (see Attachment 3): \_\_\_\_\_

Step 14. Sum the results of Steps 11 and 13 for the total manpower requirement: \_\_\_\_\_